

FINANCIAL MANAGEMENT CIRCULAR:

#2004-01
(Replaces: 02-01)

EFFECTIVE DATE:

8/23/04

GENERAL SUBJECT:

Job Classifications
Normally Eligible for
Premium Overtime
Compensation

AUTHORITY:

IC 4-15-1.8-7(b)
31 IAC 1-9-2(D)(2)
31 IAC 2-11-2(D)(2)

APPLICATION:

This circular applies to
Employees in the PAT and
POLE job categories.

All employees in PAT 5 level classifications are to be treated as though they were listed in 31 IAC 1-9-2(D)(1) and 31 IAC 2-11-2(D)(1).

Employees in the following PAT 4 level classifications are to be treated as though they were listed in 31 IAC 1-9-2(D)(1) and 31 IAC 2-11-2(D)(1):

Accountant 2RA4
Appraiser 2TT4
Assessor Auditor 2RL4
Audit Examiner 2RB4
Behavioral Clinician 2AA4
Biologist 1LC4
Boiler Pressure Vessel Inspector 2WI4
Business Administrator 2TC4
Chemist 1IB4
Child Labor Inspector 1GL4
Code Official 1GA4
Commodities Buyer 2TP4
Commodity Examiner 2T04
Construction Engineer 1DZ4
Correctional Counselor 2DB4
Correctional Release Coordinator 2DC4
Correctional Training Officer 2HF4
Criminal Intelligence Analyst 1VF4
Dairy Farm Specialist 1NN4
Disability Claims Adjudicator 2WP4
Ecologist 1LN4

EEO Compliance Coordinator 2NR4
Employment Service Specialist 2NN4
Employment Counselor 2NC4
Engineer Technologist 1DP4
Engineering Assistant 1DB4
Engineering Geologist 1ID4
Environmental Scientist/Radiological Health ILR4
Environmental Scientist 1LS4
Environmental Engineer 1DO4
Exam Development Specialist 2NI4
Field Auditor 2RC4
Field Examiner 2RE4
Field Representative 2RF4
Financial Institutions Examiner 2RD4
Fire Inspector 1GC4
Forester 1LE4
Geologist 1IE4
Grant Coordinator 2TF4
Hearings Officer 1VG4
Help Desk Coordinator – Senior 1BG4
Highway Engineer 1DC4

Historical Editor 2KE4
Home Economist 2RM4
Human Services Program Consultant 2AK4
Hydraulic Engineer 1DD4
Industrial Hygienist 1NA4
Industrial Building Official 1GE4
Information Specialist 2LA4
Internal Affairs Officer 2EB4
Inventory Administrator 2TD4
IOSHA Inspector-Industrial 1GH4
Itinerant Claims Deputy 2RR4
Job Analyst 2NJ4
Labor Market Analyst 1CA4
Landscape Architect 1FB4
Librarian 2KA4
Management Analyst 2TV4
Medical Technologist 1QH4
Microbiologist 1LB4
Museum Specialist 2KC4
Negotiator-Relocation 2TR4
Parole Officer 2DA4
Pension Administrator 2NU4
Personnel Officer 2NB4
Preservation Officer 2KB4
Program Specialist 2RS4
Protection & Advocacy Coordinator 2CC4
Purchasing Administrator 2TA4
Quality Assurance Specialist 1NI4

Quality Control Reviewer 2AG4
Recruiter 2NA4
Reclamation Plan Specialist 1KC4
Records Analyst 2KD4
Recreation Leader 2FD4
Rehabilitation Instructor 2HJ4
Rehabilitation Therapist 2FA4
Research Analyst 1CC4
Right-of-Way Engineering Specialist 1DT4
Senior Public Assistance Caseworker 2AQ4
Sign Language Interpreter 2BC4
Social Services Specialist 2AH4
Soil Scientist 1IA4
Specification Writer 2TG4
Speech and Hearing Clinician 2FJ4
Statistician 1CB4
Substance Abuse Counselor 2AN4
Surveyor 1DS4
Systems Administrator – Associate 1BM4
Tax Analyst 2RW4
Telecommunications Specialist 2YG4
Telecommunications Tech 2YF4
Traffic Officer 2HD4
Training Officer 2HD4
Veterans' Representative 2NP4
Water Planner 1DF4
Welfare Investigative Services Consultant 2CA4
Youth Services Instructor 2DH4

Employees in the following PAT 3 level classifications are to be treated as though they were listed in 31 IAC 1-9-2(D)(1) and 31 IAC 2-11-2(D)(1):

Appraiser 2TT3	Job Analyst 2NJ3
Assessor Auditor 2RL3	JROTC Instructor 2HB3
Audit Examiner 2RB3	Junior Insurance Examiner 2RN3
Building/Fire Code Specialist 1GB3	Labor Market Analyst 1CA3
Chemist 1IB3	Law Enforcement Training Specialist 2HA3
Chief Mine Inspector 1GG3	Legal Analyst 1VA3
Civil Rights Specialist 2CD3	Management Analyst 2TV3
Civil Defense Planner 2WE3	Medical Lab Surveyor 1TD3
Construction Engineer 1DZ3	Medical Surveyor 1TB3
Construction Technologist 1DP3	Micro-Biologist 1LB3
Consumer Specialist 2RO3	Mobile X-Ray & Mammography Surveyor 1TG3
Correctional Classification Specialist 2DD3	Negotiator/Relocation Specialist 2TR3
Criminal Investigator 1VH3	Negotiator/Buyer 2TQ3
Dairy Farm Specialist 1NN3	Oil/Gas Inspector 1KA3
Developmental Specialist 2SA3	Parole Officer 2DA3
Dialysis Nurse 1QC3	Pension Administrator 2NU3
Disability Claims Adjudicator 2WP3	Pharmaceutical Investigator 1NB3
EEOC Compliance Coordinator 2NR3	Pharmacist 1LA3
Employment Service Specialist 2NN3	Policy and Procedure Analyst 2UH3
Engineering Assistant 1DB3	Policy Analyst 2RP3
Environmental Scientist 1LS3	Program Specialist 2RS3
Environmental Scientist-Radiological Health 1LR3	Protection & Advocacy Coordinator 2CC3
Exam Development Specialist 2NI3	Public Health Investigator 1TA3
Family Case Coordinator 2AQ3	Purchasing Administrator 2TA3
Family Case Manager 2AP3	Quality Control Specialist 1GM3
Field Examiner 2RE3	Reclamation Plan Specialist 1KC3
Field Auditor 2RC3	Records Analyst 2KD3
Field Representative 2RF3	Recruiter 2NA3
Financial Institutions Examiner 2RD3	Rehabilitation Instructor 2HJ3
Fluoridation Consultant 1LK3	Right-of-Way Engineering Specialist 1DT3
Food Scientist 1NE3	Safety Training Officer 2HI3
General Sanitarian 1NF3	Security/Telecommunications Systems Director 2YG3
Grant Coordinator 2TF3	Senior Code Review Official 1GA3
Health Educator 2HG3	Statistician 1CB3
Health Planner 1QN3	Streams-Trails Specialist 1DE3
Health Institutions Investigator 1TF3	Traffic Safety Specialist 2W03
Hospital Administrative Consultant 1QU3	Vocational Rehabilitation Counselor 2BA3
Human Services Program Consultant 2AK3	Voc Rehabilitation Counselor for the Deaf 2BB3
Industrial Hygienist 1NA3	Water Planner 1DF3
Inheritance Tax Analyst 1VL3	Welfare Consultant 2AF3
Internal Affairs Officer 2EB3	Worker's Compensation Specialist 2SR3
IOSHA Inspector (Construction) 1GJ3	Youth Services Instructor 2DH3
IOSHA Inspector (Industrial) 1GH3	Youth Services Transition Specialist 2DI3

Employees in the following PAT 2 level classifications are to be treated as though they were listed in 31 IAC 1-9-2(D)(1) and 31 IAC 2-11-2(D)(1):

Family Case Manager 2AP2
Human Services Consultant 2AK2

Employees in the following POLE classifications are to be treated as though they were listed in 31 IAC 1-9-2(D)(1) and 31 IAC 2-11-2(D)(1):

Airfield Firefighter 5CA0
Airfield Firefighter Trainer 5CB0
Airfield Firefighter Shift Leader 5CC0
Airfield Security Officer 5CD0
Airfield Security Sergeant 5CE0
Airfield Security Chief 5CF0

Capitol Security Officer 5AE0
Capitol Security Sergeant 5AF0
Capitol Security Lieutenant 5AG0
Capitol Security Captain 5AH0

Special Attendant 5MA2
Special Attendant Supervisor 5MB0

Youth Services Officer 5LF2
Youth Services Sergeant 5LG0

The effect of this change is to authorize employees in these classifications to receive premium overtime compensation as if they were subject to the Fair Labor Standards Act. This change will be reflected in the next set of rule promulgations by the State Personnel Department.

D. Sue Roberson, Director
State Personnel Department

Marilyn F. Schultz, Director
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